

**VILLAGE OF THREE OAKS REGULAR COUNCIL MEETING – DATE: 08-08-18**

Chair called Village Council Meeting to order at 7:00 PM at Three Oaks Village Hall.

Pledge of Allegiance: Yes

Roll Call: Present: Capiak, Kramer, Zebell, Heemstra, Grosse

Absent: Graziano, Pappa

Approval of the Agenda as presented by the Village Council President. Moved: Heemstra Supported: Capiak Aye: 5 Nay: 0 Absent: 2 Abstain: 0 MOTION CARRIED.

Public Comment on the Agenda: None

Approval of the Consent Agenda to include: Approval of Minutes of the Special Council Meeting held on 06-30-18 and the Regular Council Meeting on 07-11-18; Acceptance of the 07-10-18 Planning Commission Minutes and the 06-04-18 and 07-02-18 Parks & Recreation Board Minutes and the 07-11-18 DDA Board Minutes. Approval of Invoices to be paid (\$91,487.78), Approval of Disbursements made from July 1 through July 31, 2018 (\$105,851.98), and Approval of Prepays, and Payroll as paid (\$40,118.53). The Treasurer's Report was added to the Consent Agenda also. Moved: Capiak Supported: Heemstra Aye: 5 Nay: 0 Absent: 2 Abstain: 0 MOTION CARRIED.

NOTE: Council Member, Steve Graziano arrived at 7:10 pm.

- **FISCAL YEAR 2018-2019 BUDGET PRESENTATION:** Michael Greene, Village Manager presented the final (proposed) version of the 2018-2019 budget. The total balanced budget is set at 2.3 million. It is a balanced budget and did not require any increase in property taxes. **A Motion was made to approve the tentative proposed budget (pending the public hearing) which is scheduled for 7:00 pm on Wednesday, September 17, 2018. Moved: Heemstra Supported: Kramer Aye: Capiak, Graziano, Kramer, Zebell, Heemstra, Grosse Nay: None Absent: Pappa Abstain: None MOTION CARRIED.**
- **WATER TREATMENT PLANT – PROPOSAL FOR WATER FILTER CLEANING WORK:** After conducting a routine inspection of the water treatment plant filters by IAI (Infrastructure Alternatives, Inc.) it was recommended that they be professionally cleaned. Peerless Midwest, the company that originally helped with the installation and maintenance of the filters stated that it will take about five (5) days to clean each of the three (3) filters. It is a rather lengthy process. Their quotation is \$14,938.00 to conduct this work. They can begin the work soon. **A Motion was made to award the contract to Peerless Midwest for the cleaning of three (3) water treatment plant filters at a cost of \$14,938.00. Moved: Capiak Supported: Zebell Aye: Capiak, Graziano, Kramer, Zebell, Heemstra, Grosse Nay: None Absent: Pappa Abstain: None MOTION CARRIED.**
- **PLUMBING INSPECTOR APPLICATION:** The State of Michigan currently handles the plumbing inspections for the Village. The Village's Mechanical Inspector, John Dobberteen, is also a licensed plumbing inspector and has indicated that he is willing to take on the additional work. By having our own plumbing inspector, this will enable the Village to monitor the work going on in town, help to coordinate the plumbing, building and electrical work, decrease "wait" times for plumbing inspections and also bring in additional revenue. There is no cost to submit the application to the State for this, thereby, Michael Greene, Village Manager, recommends that the Village submit the application to the State. **A Motion was made to submit an application to the State of Michigan seeking approval for the Village to conduct its own plumbing inspections by authorizing, licensed plumbing inspector, John Dobberteen as the inspector for the Village of Three Oaks. Moved: Kramer Supported: Zebell Aye: 6 Nay: 0 Absent: 1 Abstain: 0 MOTION CARRIED.**
- **FLAG DAY – 5K RACE – JUNE 8, 2019 – STREET CLOSURE REQUEST:** Gail Freehling, co-chair of the 5K race on Flag day weekend, on behalf of the Flag Day committee, asked for Village approval to have various streets closed for a short period of time on Saturday, June 8, 2019 for the 5K race. The race would start and end at Watkins Park and the entire route would remain on the south side of town. They anticipate 200 to 300 participants and plan to use a professional company that will assist with on-line sign-ups, advertising and chip-timing. This will be a new event for Flag Day weekend and should create a lot of interest. **A Motion was made to approve the closure of various streets (as needed) on the south side of town for the 5K race on the morning of Saturday, June 8, 2019 pending the approval of Police Chief, Dennis Buller.**

**Moved: Zebell Supported: Heemstra Aye: 6 Nay: 0 Absent: 1 Abstain: 0 MOTION CARRIED.**

- **ANNUAL EVALUATION of VILLAGE MANAGER, MICHAEL GREENE:** Michael Greene, Village Manager just completed his first full year with the Village and was commended for doing a terrific job for the Village since his very 1<sup>st</sup> day on the job. He learns quickly, researches and addresses issues and demonstrates good communication with the staff and council members. He was rated a 3.9 out of a potential 5.0 on his performance appraisal along with many positive comments. Council expressed that they hoped he would remain with the Village for at least several more years as they were very pleased with him.
- **PARKS & RECREATION BOARD:** The minutes from the August 6, 2018 were not yet available. The next meeting is scheduled for Monday, September 10<sup>th</sup> at 7:00 pm (a week later than usual due to the Labor Day Holiday). Darlene Heemstra reminded everyone that from 6:00 to 7:30 pm on Saturday, August 11, 2018 in Dewey Cannon Park there would be free hot dogs and chips in order to kick-off the Master-Plan survey soliciting feed-back and input from residents, second-home owners, business and property owners and any interested party for their vision of the Village for the next 5 to 10 years. She also asked if the Community Garden could become part of the regular duties of the Parks department as it has always been run on a volunteer basis and they need additional help due to the “burn-out” of the volunteers that have worked many hours over the past years to keep the Community Garden flourishing.
- **PLANNING COMMISSION:** The minutes from the August 7, 2018 meeting were not yet available. The next meeting is scheduled for 7:00 pm on Tuesday, September 4, 2018.
- **DDA BOARD:** The minutes from the August 1, 2018 were not yet available. The next meeting is scheduled for 5:30 pm on Wednesday, September 5, 2018.
- **VILLAGE MANAGER’S UPDATES:** Mike Greene, Village Manager, reported that the MDNR completed their site visit and is currently conducting their preliminary scoring of the Watkins Park Trail Project. The Village will have an opportunity to answer any questions that the MDNR may have around the middle of September, with their final decision for awarding the grant being due by the end of November. Mike also reported that the Master Plan Update is underway, street projects have been completed and look great, and that Edgewater Resources is finishing up the engineering for the re-routing of the sewer line on the north side of Journeyman Distillery so that they will have a dedicated, isolated line/manhole.
- **VILLAGE PRESIDENT’S UPDATES:** Dave Grosse reported that it was still an on-going issue with homeowners mowing their yards and blowing grass into the streets which then goes into the drains and clogs them. This issue will be addressed by mailing notices to the homeowners.
- **AUDIENCE MEMBER, Colleen Newquist,** asked if there would be a public hearing regarding the proposed IPP program prior to the Council making a decision on implementing it. She expressed that she thought residents should have an opportunity to hear everything being considered before it is adopted. Michael Greene, Village Manager stated that it would be at least mid-October before the plan is completed. **AUDIENCE MEMBER, Tom Flint** asked about the cost of preparing the IPP program – Michael Greene stated that the cost for the study is about \$42,000 and the cost for the required sampling is about \$8,000. The DEQ & the EPA must both approve it before it goes to the Council for approval.
- In answer to the question of whether it had been determined if it was legally allowed for the DDA to spend \$3,000 to help Journeyman Distillery with the cost of hauling their waste offsite, Attorney Hilmer responded that the DDA had violated their legal authority in authorizing that expenditure and that the statute would not support this type of expenditure. It is not allowed.
- **MEETING ADJOURNED AT: 7:43 pm**

Submitted by:

Cynthia E. Moynihan,  
Three Oaks Village Clerk  
Minutes for the 08-08-18 Council Meeting  
Were **APPROVED** at the 09-12-18 Council Meeting